

## MINUTES OF A REGULAR MEETING

February 2, 2016

The meeting was called to order at 5:30 p.m. by Mayor Vaun D. Ryan.

A roll call was taken which showed council members Albert Foster, Aaron Weight, Joe Burdick, Dustin White, and Troy E. Rohrer present. Mayor Ryan stated that the meeting was a regularly called meeting and that notice of the time, place and agenda of the meeting had been provided to the local news media, to each member of the governing body, and was posted on the city web page and the state public meetings web page.

Others present included City Manager Ryan Snow, City Recorder Carolyn Wilcken, Assistant City Manager/Finance Director John Zilles, City Engineer/Planner Chris Thomsen, Hal Huff, Nichole Nelson, Steven Timothy, Dee Miles, Dave Brotherson, Aaron Brown, and Edwin Butterfield present.

Opening prayer was given by Troy Rohrer.

### **MINUTES**

A motion was made by Councilman Joe Burdick to approve the minutes of the regular meeting of January 19, 2016, after revision. Motion was seconded by Councilman Dustin White. Those voting Aye were Albert Foster, Aaron Weight, Joe Burdick, Dustin White, and Troy E. Rohrer. Motion was carried unanimously.

### **SET BACK VARIANCE REQUEST**

Sherm Richens has withdrawn his request at this time.

### **BOUNDARY CHANGE REQUEST – DUCHESNE COUNTY SCHOOL DISTRICT**

Dee Miles, representing the Duchesne County School District, came before Council to request a boundary change between property owned by Snowmen Enterprises and District property. Planning and Zoning have already recommended the change. Snowmen Enterprises would like to deed 25 feet of their property over to the District that runs along the rear of the apartments and they stated they would never improve it. Since the District owns the adjacent property, the District can use this piece of property to increase parking. After review and discussion, a motion was made by Councilman Albert Foster to approve this boundary change request. Motion was seconded by Councilman Joe Burdick. Those voting Aye were Albert Foster, Aaron Weight, Joe Burdick, Dustin White, and Troy E. Rohrer. Motion was carried unanimously.

### **RESOLUTION 2016-273 – CONSOLIDATED FEE SCHEDULE**

City Recorder Carolyn Wilcken presented Council with Resolution 2016-273, a consolidated fee schedule. The purpose is to get all fees charged by Roosevelt City into one location. By making sure all fees are in resolution form, not in the ordinances, it will allow annual review and change if needed.

After review and discussion, a motion was made by Councilman Aaron Weight to approve passage of Resolution 2016-273, a consolidated fee schedule. Motion was seconded by Councilman Troy E. Rohrer. Those voting Aye were Albert Foster, Aaron Weight, Joe Burdick, Dustin White, and Troy E. Rohrer. Motion was carried unanimously.

### **BUDGET ASSUMPTIONS DISCUSSION**

City Manager Ryan Snow explained that he would like to have a general consensus of what Council desires to see accomplished with the budget. With this information, it will be more efficient in working up the figures for the budget to be presented to Council. The budget has been set up in a system that will make adjustments to the entire budget when a change is made in a specific assumption. After discussion, a motion was made by Councilman Joe Burdick to approve the budget assumptions as presented. Motion seconded by Councilman Albert Foster. Those voting Aye were Albert Foster, Aaron Weight, Joe Burdick, Dustin White, and Troy E. Rohrer. Motion carried unanimously.

### **CITY MANAGER REPORT**

Ryan Snow reported that discussions are progressing with Ballard Sewer District. An Airport Board meeting is scheduled for tomorrow. There is also a Golf Committee meeting scheduled tomorrow. Applications have been submitted to the Community Impact Board and Department of Environmental Quality to help resolve the Stonegate problem. No application to be annexed has been received yet for Stonegate. Ryan reported that he attended a meeting where he learned the importance of improving our cyber security. Ryan reported on a legislative audit that includes Roosevelt City which helps clarify the relationship between districts and legislative bodies. Ryan reported that the Utah State University Landscape Architecture & Environmental Planning group have notified him that they are prepared to move ahead regarding the downtown area rehabilitation analysis at a cost of \$1,000.00.

### **COUNCIL REPORTS**

- A. Parks & Recreation – Dustin White reported on a meeting he attended on the recreation.
- B. Capital Projects – Joe Burdick reported on the progress of the 300 North culvert.
- C. Finance and Audit – Troy E. Rohrer attended a finance and audit meeting last week.
- D. Swimming Pool Construction – Joe Burdick reported that the swimming pool construction is progressing.
- E. UBIC, Red Mud Run – There was nothing to report.
- F. Beautification, Cleanup, Basin Arts Council – Dustin has communicated with Duchesne County and reported that the free dump days will be April 30 to May 7 and again on May 14. Dustin also reported on the Basin Arts Council and their willingness to contribute to the UBIC concert.
- G. Economic Development, Planning and Zoning – There was nothing to report.
- H. Chamber of Commerce, Emergency Management – Troy E. Rohrer met with Chamber Director Irene Hansen.
- I. UBAOG, Mosquito Abatement – There was nothing to report.

J. Airport – Albert Foster reported that the Airport Board will meet tomorrow.

### **PURCHASE ORDERS**

A motion was made by Councilman Aaron Weight to approve the following purchase orders. Motion seconded by Councilman Joe Burdick. Those voting Aye were Aaron Weight, Joe Burdick, Dustin White, and Troy E. Rohrer. Motion carried unanimously.

70008	L & L Motor	\$ 29,631.21
69737	Westland Construction	<u>903,422.45</u>
<b>TOTAL</b>		<b><u>\$933,053.66</u></b>

### **CLOSED SESSION**

A motion was made by Councilman Aaron Weight to go into a closed session to discuss litigation and personnel matters and then convene back into a regular city council meeting. Motion seconded by Councilman Dustin White. Those voting Aye were Albert Foster, Aaron Weight, Joe Burdick, Dustin White, and Troy E. Rohrer. Motion was carried unanimously.

A motion was made by Councilman Joe Burdick to adjourn the meeting. Motion seconded by Councilman Troy Rohrer. Those voting Aye were Aaron Weight, Joe Burdick, Dustin White, and Troy E. Rohrer. Motion carried unanimously.

Meeting adjourned at 9:05 p.m.

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Vaun D. Ryan, Mayor

ATTEST:

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Carolyn Wilcken, Recorder